

AL ATER  
SECRETARY OF STATE

STATE OF LOUISIANA  
SECRETARY OF STATE  
P.O. BOX 94125  
BATON ROUGE, LA. 70804-9125  
[www.sos.louisiana.gov](http://www.sos.louisiana.gov)



February 27, 2006

FAX (202) 566-1392

Peggy Sims, Election Research Specialist  
State HAVA Funding Reports  
U.S. Election Assistance Commissioner  
1225 New York Avenue, NW – Suite 1100  
Washington, DC 20005

RE: HAVA Title I, Section 101 Funds

Dear Ms. Sims:

Enclosed herewith are the SF269 Financial Status Report Forms for the State of Louisiana, Department of State for HAVA Title I Funds, Section 101, for the period January 1, 2005 through December 31, 2005.

Please feel free to call me at (225) 922-0900 if you should have any questions or email me at [cguidry@sos.louisiana.gov](mailto:cguidry@sos.louisiana.gov).

Sincerely,

Carol H. Guidry  
Director of HAVA

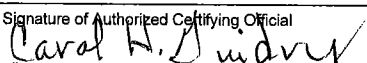
Enclosures

Cc: Al Ater  
Renee Free  
Angie LaPlace  
Merietta Norton  
Jane Lambert  
Cheryl Achord

# FINANCIAL STATUS REPORT

(Long Form)

(Follow instructions on the back)

1. Federal Agency and Organizational Element to Which Report is Submitted U.S. Election Assistance Commission		2. Federal Grant or Other Identifying Number Assigned By Federal Agency CFDA # 39.011 HAVA State of Louisiana		OMB Approval No. <b>0348-0039</b>	Page of 1 1 pages
3. Recipient Organization (Name and complete address, including ZIP code) State of Louisiana, Department of State, P.O. Box 94125, Baton Rouge, LA 70804-9125					
4. Employer Identification Number [REDACTED]		5. Recipient Account Number or Identifying Number Title I, Section 101		6. Final Report <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	7. Basis <input checked="" type="checkbox"/> Cash <input type="checkbox"/> Accrual
8. Funding/Grant Period (See instructions) From: (Month, Day, Year) 1/1/2003		To: (Month, Day, Year) 12/31/2005		9. Period Covered by this Report From: (Month, Day, Year) 1/1/2005 To: (Month, Day, Year) 12/31/2005	
10. Transactions:		I Previously Reported	I This Period	III Cumulative	
a. Total outlays		0.00	393,975.23	393,975.23	
b. Refunds, rebates, etc.		0.00	0.00	0.00	
c. Program income used in accordance with the deduction alternative		0.00	0.00	0.00	
d. Net outlays (Line a, less the sum of lines b and c)		0.00	393,975.23	393,975.23	
Recipient's share of net outlays, consisting of:					
e. Third party (in-kind) contributions		0.00	0.00	0.00	
f. Other Federal awards authorized to be used to match this award		0.00	0.00	0.00	
g. Program income used in accordance with the matching or cost sharing alternative		0.00	0.00	0.00	
h. All other recipient outlays not shown on lines e, f or g		0.00	0.00	0.00	
i. Total recipient share of net outlays (Sum of lines e, f, g and h)		0.00	0.00	0.00	
j. Federal share of net outlays (Line d less line i)		0.00	393,975.23	393,975.23	
k. Total unliquidated obligations				0.00	
l. Recipient's share of unliquidated obligations				0.00	
m. Federal share of unliquidated obligations				0.00	
n. Total Federal share (sum of lines j and m)				393,975.23	
o. Total Federal funds authorized for this funding period				5,028,164.16	
p. Unobligated balance of Federal funds (Line o minus line n)				4,634,188.93	
Program Income, consisting of:					
q. Disbursed program income shown on lines c and/or g above				0.00	
r. Disbursed program income using the addition alternative				0.00	
s. Undisbursed program income				0.00	
t. Total program income realized (Sum of lines q, r and s)				0.00	
11. Indirect Expense	a. Type of Rate (Place "X" in appropriate box) <input type="checkbox"/> Provisional <input type="checkbox"/> Predetermined <input type="checkbox"/> Final <input type="checkbox"/> Fixed				
	b. Rate	c. Base	d. Total Amount	e. Federal Share	
12. Remarks: Attach any explanations deemed necessary or information required by Federal sponsoring agency in compliance with governing legislation. Interest (\$116,743.16) on Section 101 funds accumulated through 12/31/2005 is included in Total Federal funds authorized for this funding period. 159 AVC Edge Touch Screen Voting Units were purchased in 12/2005 for early voting in person.					
13. Certification: I certify to the best of my knowledge and belief that this report is correct and complete and that all outlays and unliquidated obligations are for the purposes set forth in the award documents.					
Typed or Printed Name and Title Carol H. Guidry, Director of HAVA			Telephone (Area code, number and extension) (225) 922-0900 Ext. #614		
Signature of Authorized Certifying Official 			Date Report Submitted February 27, 2006		

STATE OF LOUISIANA  
DEPARTMENT OF STATE  
HAVA FINANCIAL ANALYSIS REPORT  
TITLE I, SECTION 101  
AS OF DECEMBER 31, 2005

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BUDGET ITEM	TITLE I, SECTION 101, FEDERAL FUNDS BALANCE (INCLUDES INTEREST ALLOCATIONS & ACTUAL EXPENSES), AS OF DECEMBER 31, 2004	TITLE I, SECTION 101, FEDERAL FUNDS RECEIVED & INTEREST ACCUMULATION, AS OF DECEMBER 31, 2005	TITLE I, SECTION 101, ACTUAL EXPENSES, AS OF DECEMBER 31, 2005	TITLE I, SECTION 101, ENCUMBRANCES, AS OF DECEMBER 31, 2005	TITLE I, SECTION 101, FEDERAL FUNDS BUDGET BALANCE, AS OF DECEMBER 31, 2005
Replacement of lever voting systems and upgrade of existing electronic voting systems to meet disability access requirements	3,718,516.56	67,691.06	0.00	0.00	3,786,207.62
Remaining Section 101 funds to be used for purposes outlined in Section 101	1,037,036.49	18,877.98	393,975.23	0.00	661,939.24
SUB-TOTAL VOTING SYSTEMS	4,755,553.05	86,569.04	393,975.23	0.00	4,448,146.86
Voter registration system, equipment and information technology	138,271.53	2,517.06	0.00	0.00	140,788.59
SUB-TOTAL VOTER REGISTRATION SYSTEM	138,271.53	2,517.06	0.00	0.00	140,788.59
Toll-free telephone system	44,444.42	809.06	0.00	0.00	45,253.48
GRAND TOTAL	4,938,269.00	89,895.16	393,975.23	0.00	4,634,188.93
Interest Income on Federal Funds	26,848.00	89,895.16	0.00	0.00	116,743.16
Federal Funds	4,911,421.00	0.00	393,975.23	0.00	4,517,445.77
GRAND TOTAL	4,938,269.00	89,895.16	393,975.23	0.00	4,634,188.93

Purchased 159 AVC Edge Touch Screen Voting Units at \$2,400 each in December, 2005



**DEPARTMENT OF STATE**

**HELP AMERICA VOTE  
ACT OF 2002**

**TITLE I, SECTION 101  
NARRATIVE AND  
FINANCIAL REPORT**

**AS OF DECEMBER 31, 2005**

**PRESENTED TO:  
U.S. ELECTION ASSISTANCE  
COMMISSION**

**Al Ater  
Secretary of State**

**TITLE I, SECTION 101  
PAYMENTS TO STATES FOR ACTIVITIES TO IMPROVE  
ADMINISTRATION OF ELECTIONS**

**NARRATIVE REPORT  
AS OF DECEMBER 31, 2005**

Title I, Section 101 of the Help America Vote Act of 2002 (HAVA) was implemented to provide funds to states for activities to improve the administration of elections. Under the provisions of the Act, Section 101 funds may be used for the following activities:

- Complying with the requirements under Title III;
- Improving the administration of elections for Federal office;
- Educating voters concerning voting procedures, voting rights, and voting technology;
- Training election officials, poll workers, and election volunteers;
- Developing the state plan for requirements payments to be submitted under the Act;
- Improving, acquiring, leasing, modifying, or replacing voting systems and technology and methods for casting and counting votes;
- Improving the accessibility and quantity of polling places, including physical access for individuals with disabilities, providing nonvisual access for individuals with visual impairments, and providing assistance to individuals with limited proficiency in the English language; and
- Establishing toll-free telephone hotlines that voters may use to report possible voting fraud and voting rights violations, to obtain general election information, and to access detailed automated information on their own voter registration status, specific polling place locations, and other relevant information.

Louisiana received \$4,911,421 in Title I, Section 101 funds. Louisiana's State Plan, dated August 1, 2003, provided that Title I, Section 101 funds would be used for:

- 1) Replacement of lever voting systems and upgrade of existing electronic voting systems to meet disability access requirements (\$3,698,300.01);
- 2) Voter registration systems, equipment, and information technology (\$137,519.79);
- 3) Toll-free telephone system (\$44,202.79); and
- 4) Remaining Section 101 funds to be used for purposes outlined in Section 101 (\$1,031,398.41).

Prior to January of 2004, the election management functions in the State of Louisiana were divided between the Department of Elections and Registration and the Department of State (Department). With the passage of Act 451 of the 2001 Regular Session of the Louisiana Legislature, the two departments were merged into the Department of State under the direction of the Secretary of State effective on January 12, 2004. As the Chief

Election Officer of the State of Louisiana, the Secretary of State is now overseeing the management and implementation of Louisiana's State Plan.

Before the Help America Vote Act of 2002 became law, Louisiana had already implemented a significant number of reforms and efficiencies that are now required by HAVA. Therefore, this narrative report covers all improvements required under Title I, Section 101 in Louisiana's State Plan through December 31, 2005. In addition, when possible, the Department has provided information on reforms since December 31, 2005 and those that are currently in the process of being implemented.

Louisiana certified voting systems for six vendors for use in Louisiana. On August 9, 2005, a request for proposal was issued to six vendors for the procurement of a new statewide voting system. On October 31, 2005, Louisiana announced that Sequoia Voting Systems, Inc. was selected to replace all lever-operated voting machines with AVC Advantage Full Face DRE Voting Units for election day voting. On December 13, 2005, the Louisiana Department of State entered into a contract with Sequoia Voting Systems, Inc., and all HAVA compliant AVC Advantage Full Face DRE Voting Units are presently being installed for use in various parishes to replace lever-operated voting machines. In December 2005, we purchased 159 AVC Edge Touch Screen Voting Units at a cost of \$2,400 each for early voting in person.

The Department is responsible for preparing all narrative and financial reports. The required SF-269 financial reports for Title I, Section 101 were completed and submitted to the U.S. Government Services Administration (GSA) for the period ending December 31, 2003 and to the Elections Assistance Commission for the period ending December 31, 2004. For the period ending December 31, 2005, the SF-269 financial reports for Title I, Section 101 are hereby submitted to the Election Assistance Commission with this narrative report and expenditure summary. Please note that narrative reports were not required until after December 31, 2004.

The Department has been monitoring all performance goals required under HAVA. In addition, the Department has continually managed all election activities affected by HAVA to ensure that all requirements of the State Plan are being met. This is an on-going process that will continue through the completion of all goals established in the State Plan. Fiscal management has proven to be extremely important to guarantee that all federal and state funds are expended in accordance with the directives and estimates detailed in the State Plan. The Department has been and will continue to monitor all fiscal activities to ensure that the Department is complying with the requirements of OMB Circular A-87 and state law.

The Department is currently in the process of reviewing the Louisiana's State Plan to determine if any significant modifications need to be made to the Plan.